



Government  
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du Canada

**Canadian Safety  
and Security Program**

# **Canadian Safety and Security Program (CSSP)**

19 August 2014

## **Call for Proposals 2014/15 - Stakeholder Engagement Day**



Led by Defence R&D Canada - Centre for Security Science

**Canada**

## Before We Start...

- Questions can be asked at any time.
- Questions from webex participants will be answered during breaks.
- Exits are located at the back of the auditorium.
- Bathrooms are located to the left and to the right of the commissioner desk.
- Lunch
  - There will be 1.5 hours for lunch.
  - There is a cafeteria across the street in the basement at 111 Sussex Drive.

# Agenda

TIME / TEMPS	SUBJECT/SUJET Theme/theme	OPI/BPR
9:30-9:40 am	Introductory Remarks, Call for Proposal Process	- Mark Williamson, DG DRDC CSS, - Daniel Lalonde, Manager Defence Sciences, PWGSC.
9:40-10:15 am	CSSP Call For Proposal Process Updates: - Program process changes - Submission requirements - Timelines/tentative schedule	- Ahmad Khorchid, DRDC CSS, - Sofi Blazeski, DRDC CSS.
10:15-10:45 am	Questions	All
10:45-11:00 am	<b>Break</b>	
11:00-11:45 am	CSSP Evaluation Procedure & Matrix (Synopsis & Full Proposal) - Internal & External Reviewer process - scoring process - mandatory evaluation criteria	- Ahmad Khorchid, DRDC CSS - Heather Palmer, PWGSC
11:45-12:15 pm	Questions	All
12:15-1:45 pm	Lunch	All
1:45-2:15 pm	Contracting Processes and requirements: -Statement of Work (SOW) - Memorandum of Agreement (MOA)	- Daniel Lalonde, PWGSC
2:15-2:30 pm	Q&A received by PWGSC contracting authority before Stakeholder Engagement day	All
2:30-3:45	Questions	All
3:45-4:00pm	Closing Remarks	- Daniel Lalonde, PWGSC

Respect

Excellence

Integrity

Leadership



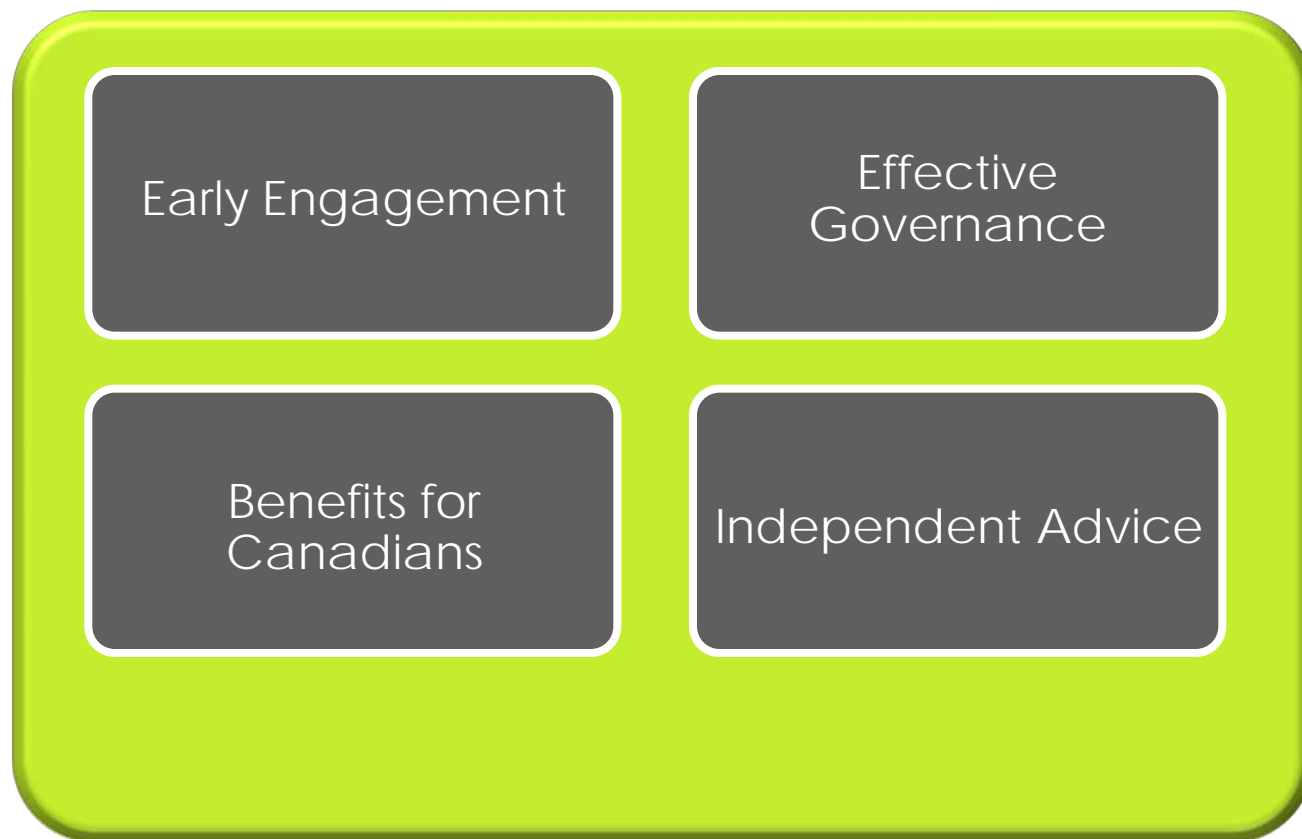
# Canadian Safety and Security Program (CSSSP)

Daniel Lalonde

Manager, Defence Sciences Division

Public Works and Government Services Canada

# PWGSC's *SMART Procurement Approach*



# The Canadian Safety and Security Program's Mission

*“To strengthen Canada’s ability to anticipate, prevent/mitigate, prepare for, respond to, and recover ...through the convergence of science and technology with policy, operations and intelligence”*

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*“ renforcer la capacité du Canada à réagir (anticipation, prévention, préparation, intervention et rétablissement) à des accidents graves, des catastrophes naturelles ou des actes terroristes et criminels par la convergence de la science et de la technologie (S et T) avec la politique, les opérations et le renseignement”*

# CSSP Outcomes

Strategic Outcome	Long term Outcomes	Intermediate Outcomes (3 - 5 years)
<p>Canada's socio-economic fabric has a greater resilience to global and domestic public safety and security events.</p> <p><i>'Lives and Livelihoods'</i></p>	<ul style="list-style-type: none"> <li>• Economic Confidence: <i>Economic vibrancy and sovereignty...</i></li> <li>• System Confidence: <i>Robust national security, intelligence and emergency management system....</i></li> <li>• Public Confidence: <i>Threats are addressed...</i></li> </ul>	<ol style="list-style-type: none"> <li>1. Risk and evidence-based policy</li> <li>2. Connected and protected practitioners</li> <li>3. Rapid and effective technology assessment and transition</li> <li>4. Resilient infrastructure</li> <li>5. Secure but open borders</li> <li>6. Strong communities</li> </ol>

# Strategic and Operational - Scope of CSSP

- Whole-of-government(s), multi-jurisdictional, cross-sector partnerships including Industry and academia;
- Investments informed by risk and capability assessments;
- Leveraging of national and international expertise;
- End-user and stakeholder engagement;
- In support of *national* and *federal* preparedness and response plans and agreements;
- Evidence-based analysis and advice to support, policy, regulations, operations and intelligence including standards and codes; and
- Technology transition to sustainable capabilities.



# Program Delivery – Designed to seek a balance

- **Community Development (CD)**
  - The program is served by multiple communities of practice (CoP) and communities of interest.
  - CD funding helps bring together these communities to build stronger networks, share information and advise the CSSP on gaps and priorities.
- **Call for Proposals (CFP)**
- **Targeted Investment (TI)**
  - allow DRDC CSS to directly fund projects and activities that tackle critical gaps that are not being adequately addressed through the Call for Proposals (CFP) or other processes.
- **Technology Acquisitions (TA)**
  - A funding instrument, available for federal government led acquisition projects that require funding between \$50-200K to enhance governmental Science & Technology (S&T) capabilities for public safety and security through the strategic acquisition of technologies.
  - TAs are funded through Vote 5 (Capital Expenditures) and the funds are transferred to the lead federal department through the supplementary
  - estimates process.

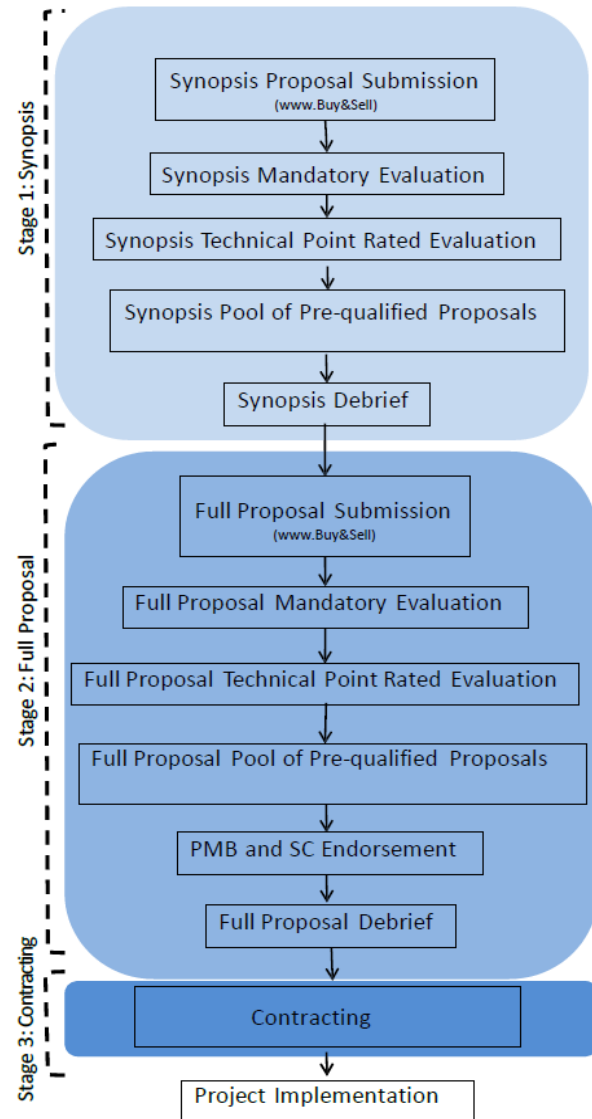
# Call for Proposals (CFP) - Updates

## ***Competitive Call for Proposals:***

A federally-funded three stage procurement process designed to invest in research and technology, as well as knowledge generation to enable Canada's public safety and security posture.

The objective of the CFP is to engage industry, academia and other levels of government in collaborative research projects to develop innovative ideas that address identified priorities, risks and gaps.

### Canadian Safety and Security Program Call for Proposals Process



## Who can submit?

- A proposal may be submitted by a lead bidder that is a Canadian private, academic, or public sector organization.
- All proposal submissions must have a minimum of two partner organizations:
  - One partner must be from a Canadian Government Department\* (Federal / Provincial / Territorial / Municipal).
  - The other mandatory partner can be from government, academia or industry.

# How to Submit

## Unclassified Bids

- All unclassified submissions must be completed through the web-based submission system by the indicated due date and time. Bidders are directed to ≤ <https://cssp-cfp-2014.fluidreview.com/> > to initiate the submission process.

## Classified Bids

- For all classified proposal submissions bidders must obtain the proper Classified Submission Forms from PWGSC Contracting Authority and then must arrange delivery of the proposal using procedures designed to protect the sensitivity of the content by the due date and time.
- All Classified bids must be submitted to the Bid Receiving Unit (BRU) at PWGSC. To ensure fairness, all bids must be received before the closing date and time of the submission bid period at the BRU.

# What is new this year

## Submission

1. Project Types:
  - Studies – Type I and Type II,
  - Technology Pilots.
2. QUAD Chart (Synopsis).
3. Proposal Paper (Synopsis & Full Proposal).
4. Project Break down by phases.
5. Self Evaluation in relation to the assessment criteria
6. Team members' previous work & CVs (Full Proposal)
7. Statement of Work (Full Proposal).

## Evaluation

1. Evaluation criteria and indicators.
2. Internal and External Reviews.
3. Reviewers- recommendations and exclusions.

# CFP – Project Types

Investment Instrument	Call for Proposals (CFP)				
Project types	Studies		Research & Development	Technology Demonstration	Technology Pilot
	Type I	Type II			
Duration from Project award	≤ 12 months	≤ 24 months	≤ 36 months	≤ 36 months	≤ 36 months
Nominal Funding Range	≤ \$100K	≤ \$250K	≤ \$1.0M	≤ \$1.5M	≤ \$2.0M
Technology Readiness Level (TRL) Range	TRL 1-9		TRL 3-4	TRL 5-7	TRL 7-9

# Stage 1: Synopsis Proposal

- An outline of the work that if successful, would be proposed in more detail in Stage Two: Full Proposal.
- Objective is to provide a brief summary for evaluators on:
  - the general proposed concept,
  - the feasibility of the proposal, and
  - an estimate of the cost and schedule of the proposed project.
- Act as a triage phase that is intended to reduce the burden on both bidders and the program.

# Stage 1: Synopsis - Submission Requirements

## 1) Submission form:

- General Information,
- Self-Evaluation,
- Budget breakdown,
- Partners,
- List of three-five (3-5) preferred reviewers, and
- List of reviewers to exclude from the evaluation process.

## 2) Quad Chart, and

## 3) Maximum four (4) page summary of the proposed project.



# Quad Chart Template

**Header to include the submission year and priority area being addressed followed by a project title**

CSSP-yyyy-CP-nnnn

**Insert Project Title**

## Project Summary

The top left quadrant contains a brief summary of the proposed project in layman's language. The summary outlines the goals in terms of expectations of the project and the main expected deliverables.

Corporate Contact Information shall include the submitter's company name, POC, phone number, and email address. Include any significant teaming partner (contact information) relevant to the evaluation.

## Cost and Schedule

The top right quadrant contains the budget summary and schedule. A total summary shall include total CSSP funds requested, partner in-kind and cash co-investment; as well as the total project period.

Schedule shall be proposed by phase and include the cost, and period of performance for each phase. Products and Deliverables shall include, by phase, a list of all reports, planned communications, and prototype hardware/software/system.

## Technical Approach

The bottom left quadrant contains a project summary and the proposed technical approach. Specifically, describe the technology involved, how it will be used to solve the problem, actions done to date, and any related ongoing efforts. Briefly describe the tasks to be performed for each phase. A bullet list is acceptable.

## Impact

The bottom right quadrant contains the operational and performance impact summary. Describe any basic, new, or enhanced capabilities the system will provide to meet the published priorities. In bullet form, list key aspects of performance, capability, operational or policy use, relevant software/hardware/technology specifications, and planned interface and/or compatibility.



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# Synopsis - Proposal Summary Paper

The format for the proposal summary is set to 4 pages, 8 ½ by 11 inches, double-spaced with fonts no smaller than 10 point; all margins shall be one inch.

The paper must include the following sections:

- *Technical Approach.*
- *Tasks and Deliverables.*
- *Schedule.*
- *Cost.*

This will allow the bidder to focus on elements of their bid that they want to highlight and remove any artificial word limits on sections as in the past submission process.

## Recommended Reviewers

Similar to the approach used by NSERC, the bidders are asked to nominate up to 5 reviewers whom they certify are not in a conflict of interest to review the bidders' full proposal.

This will ensure that the evaluation process considers assessment by pertinent subject matter experts.

Bidders are also asked to indicate, if they feel necessary, reviewers to exclude from the evaluation process.

## Stage 2: Full Proposal

Full Proposal Submissions build on the information presented in Stage One and are intended to provide comprehensive detail of the proposed work to be completed.

# Stage 2: Full Proposal - Submission Requirements

1. Submission Form:
  1. General Information,
  2. Budget,
  3. Partners,
  4. Project Plan, and
  5. Self-Evaluation.
2. Max twelve (12) page summary of the proposed project plus a cover page, and
3. Annexes:
  - a) Statement of Work (SOW),
  - b) Gantt chart,
  - c) Partner Signature Form,
  - d) Previous Work Experience / Curriculum vitae (CV),
  - e) Operational Support Letters,
  - f) List of previous work and contracts managed by lead bidder and/or project team within last five (5) years, and
  - g) List of financial support solicited from any other federal program(s).

# Full Proposal - Proposal Submission

- The format for the full proposal Submission is set to 12 pages plus a cover page. All submission pages must be 8 ½ by 11 inches, double-spaced with fonts no smaller than 10 point; all margins must be one inch.
- The following sections and details are required in the Proposal Submission:
  - Cover Page, Technical Approach, Tasks and Deliverables, Schedule, Cost, Transition Plan, and Annexes.

## Annexes:

- a) Updated QUAD Chart,
- b) Statement of Work (SOW),
- c) Gantt chart,
- d) Partner Signature Form,
- e) Previous Work Experience / Curriculum vitae (CV),
- f) Operational Support Letters,
- g) List of previous work and contracts managed by lead bidder and/or project team within last five (5) years, and
- h) List of financial support solicited from any other federal program(s).

# Annex Requirements for Full Proposal Submission

- a) **Statement of Work (SOW).** The SOW should be modeled after the template provided in the guidebook and must align with the submission proposal.
- b) **Updated Quad Chart.** The Quad Chart must have the same format described under the synopsis submission requirements.
- c) **Gantt chart.** Bidders must submit a master project schedule in the form of a Gantt chart. Gantt chart should correspond with format file name extension (.doc/.docx, .ppt/.pptx, .xls, or .pdf).
- d) **Partner Signature Form.** Bidders must submit a signature form(s) from the lead government department, all partner government departments, and all other project partners. The signatory at the federal level should be no less than the Director General Level or equivalent, whereas for all other partners the signatory should be authorized to sign on behalf of their organization and to commit their organizational resources to the proposed project.

# Annex Requirements for Full Proposal Submission (cont...)

- e) ***Previous Work Experience / Curriculum Vitae (CV)***. CVs of lead bidder and/or team members should substantiate the team's expertise.
- f) ***Operational Support Letters***. Support letters that indicate operational support and/or end-user pull. (Refer to Annex I for information to consider for end-user pull/push)
- g) ***List of previous work and contracts managed by lead bidder and/or project team within last five (5) years***. Provide a list of all previous work and contracts managed by lead bidder and/or project team within last 5 years that can substantiate the team's relevant experience.
- h) ***List of financial support solicited from any other federal program***. Partners who are participating members in other federal programs may solicit financial support from those programs as a contribution to the proposed project. All such financial contributions to the proposal that are solicited from other federal programs by lead bidder or any project partners have to be listed. These contributions must respect any limitations imposed by the partner organisations (such as stacking provisions associated with some federal programs).



# Statement of Work (SOW)

The submission of a Statement of Work (SOW) is a mandatory requirement. Although the SOW review is not part of the evaluation score, all bidders are required to submit a SOW in order to be considered compliant with the CFP process and thus be evaluated.

Since the bid evaluation period is limited to one (1) year from synopsis submission, submitted SOWs will be reviewed by procurement officers in order to streamline the procurement process and ensure the timely award of contracts to proposals that have been deemed successful in the CFP process.

# Evidence of Team members experience and expertise

- To ensure an objective assessment of the project team and plan as it relates to the bidders' capabilities to deliver on the proposed outputs, bidders are asked to:
  - provide CVs of team members
  - list similar work done (that is relevant to their bid) over the past 5 years
  - indicate the breakdown of effort and funds by team members or partners

# Tentative Schedule for CFP 2014

Date	Action/Function
3 September 2014	Launch CSSP CFP 2014/15
3 Sept – 1 Oct 2014	Synopsis Submission Period
6-10 October 2014	1. Mandatory reviews. 2. Proposal assign to appropriate research portfolios, 3. Assign reviewer groups.
13 – 24 October 2014	Internal Review Evaluation
27 Oct – 7 Nov 2014	Internal Review Panels
10 November 2014	Prioritization Workshop
11 November 2014	Email recommendations list from Full day workshop to PMB
13 November 2014	Endorsement of list received from PMB
19 November 2014	Launch Full Proposal
20-21 November 2014	Assign Review Panels (internal and External) onto tool.
29 December 2014	Confirmation of review panels and schedule All reviewer documentation received.
8 January 2015	Full Proposal submission Closes
12-14 January 2015	Mandatory Evaluation Criteria
19 -30 January 2015	Evaluation Review panels begin reviews on tool.
2-6 February 2015	Review Panel meetings
11 February 2015	Recommendations to PSC
18 February 2015	PSC Meeting
25 February 2015	PMB Meeting
4 March 2015	SC Meeting
TBA	Ministers Announcement of list of proposals
TBA	Project Implementation Workshops.

# EVALUATION

**Heather Palmer (PWGSC)**  
**819-956-6176**  
**Heather.palmer@tpsgc.gc.ca**

## **PWGSC Involvement**

- Responsible for ensuring a fair, transparent and open process.
- Chairing evaluations
- Conducting Debriefs
- Addressing all inquiries from suppliers

# Two Step Evaluation Process

5.33 Synopsis Certification Criteria

6.4 Full Proposal-Certification Criteria

An initial review of the information submitted will be checked for completion. If information is missing or more information is needed the Contracting Authority will contact the lead bidder and request the additional information. Only 48 hrs will be given.

# Evaluations

PWGSC will chair the panel review meetings. Ensure a consensus is reached in the deliberations

Ensure all aspects of the proposal are evaluated

For all results that the standard deviation from the mean are over 25% from the mean PWGSC will intervene and conduct a consensus evaluation.

# Debrief-Synopsis

PWGSC is responsible for all requests for debriefs and releasing information.

Following the evaluation of the synopsis a debrief email will be sent to the lead bidder and the lead government department.

No further debriefs at this stage.

# Debrief-Full Proposal

Following the results of the Proposal Selection Committee (PSC) and the CSSP CFP announcement, suppliers will receive an email informing them of their results in the procurement process.

Debrief emails on individual proposals can be provided within 60 days of announcement of results.

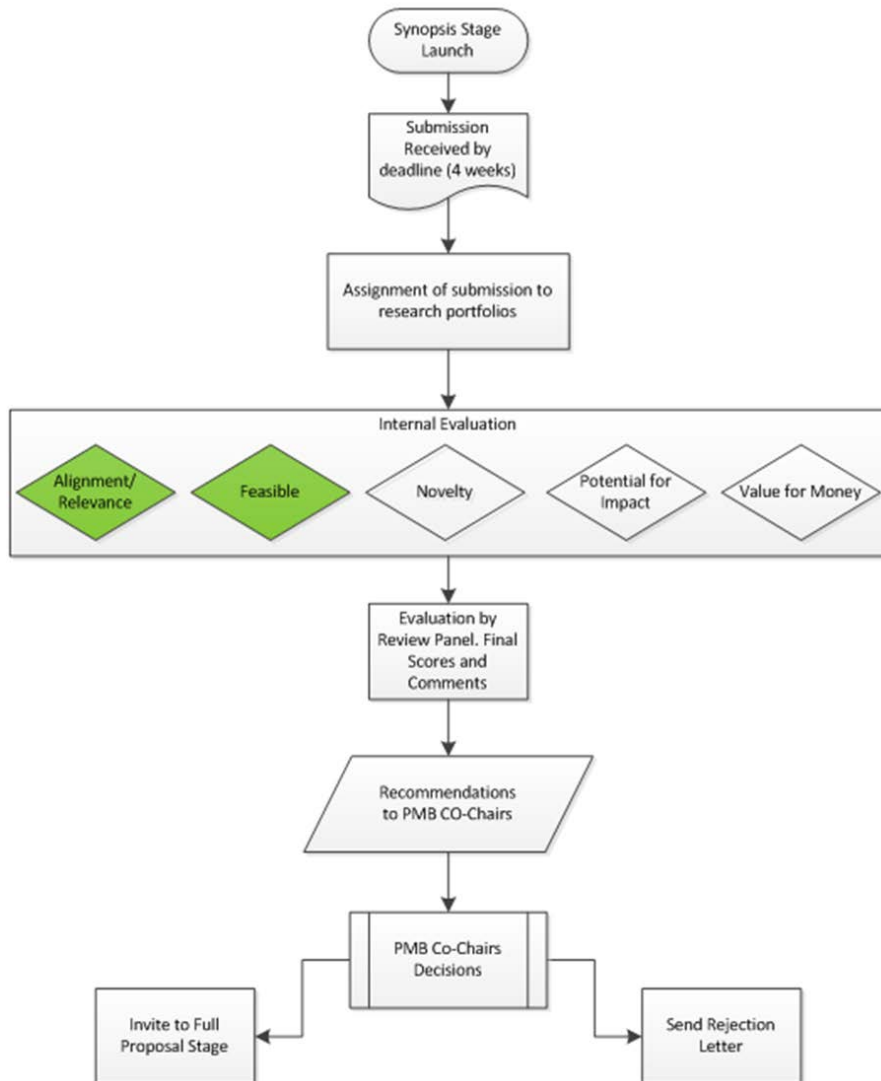


# General Debrief

Bidders can request a debrief at any time by sending an email to: [heather.palmer@tpsgc-pwgsc.gc.ca](mailto:heather.palmer@tpsgc-pwgsc.gc.ca).

When requesting a debrief please provide the CSSP number, as well as any questions relating to the evaluation.

# Stage 1: Synopsis - Evaluation Process



## Mandatory Criteria:

(SM1, SM2, SM3, SM4)

## Point Rated Evaluation Criteria 1 & 2:

Alignment & relevance to program  
priority investment areas

Feasibility.

## Point Rated Evaluation Criteria 3, 4 & 5:

Novelty

Value of solution compared to cost of  
project & additional strategic or  
tactical value (i.e., value for money)

Potential to impact policy, operational,  
or intelligence capabilities

# Synopsis Mandatory Criteria

- SM1** - All Synopsis Proposal submissions must be within the CSSP scope and mandate by being relevant to the CSSP Investment Priorities. All Synopsis Proposal submissions must indicate which priority area(s) they are addressing.
- SM2** - All Synopsis Proposal submissions must be categorized by a project type and adhere to the project parameters for duration and funding range for the project type.
- SM3** - All Synopsis Proposal submissions must clearly indicate a Co-investment contribution (Cash and/or In-kind Contributions).
- SM4** - All Synopsis Proposal submissions must include a Quad Chart.

# Evaluation Criteria and indicators

- To improve the objectivity of the evaluation, all criteria will be assessed against a series of indicators.
- Each criteria indicator within a table will be rated from 0 to 10 points (0, 4, 7 or 10) or not rated. If a criteria indicator is scored as “not rated,” this criterion will not be used in the calculation of the overall indicator score.

The language ladder used for the indicators is:

Score	Language Ladder
10	High Confidence that indicator will be met and/or exceeded.
7	Some confidence that indicator will be met.
4	Limited confidence that indicator will be fully met.
0	No or very little confidence that indicator will be met.
Not Rated	This indicator is not applicable to this proposal.

# Synopsis Criteria 1: Alignment and Relevance to CSSP priorities

*This is a mandatory criteria and requires a minimum pass mark of 70% or higher.*

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposal objectives are clear and relevant to at least one CSSP Priority Investment area for this CFP.	/10
2. The proposal deliverables are in direct support of a government priority that aligns with the CSSP.	/10
3. The proposal is aligned with applying S&T as a lead investment in advancing on the identified priority area.	/10
<b>Total Indicator Score</b>	<b>= /30</b>
<b>Criteria Aggregated Score</b>	<b>= /10 (A)</b>
<b>BONUS:</b> The proposal represents an effort that cannot be executed elsewhere, because it is not within the mandate of a single government department or agency.	2 or 0 (B)
<b>Total Score with BONUS</b>	<b>= /10 (A+B)</b>

# Synopsis - Criteria 2: Feasibility

*This is a mandatory criteria and requires a minimum pass mark of 70% or higher.*

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposed concept is credible, feasible and complete.	/10
2. The proposed technical approach and project plan are sound and achievable.	/10
3. The proposed solution is feasible from a governance/policy/regulatory perspective.	/10
<b>Total Indicator Score</b>	<b>= /30</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>

# Synopsis - Criteria 3: Novelty

*This requires an average overall mark of 70% or higher (average score of Criteria 3, 4, & 5).*

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposed solution and approach are different from any effort funded by DRDC CSS in this domain in the past five (5) years.	/10
2. The solution does not already exist and there is no similar work currently undertaken by one of our partners.	/10
3. The proposed work has innovation potential to lead to creating new knowledge and/or technology enhancements over existing solutions.	/10
<b>Total Indicator Score</b>	<b>= /30</b>
<b>Criteria Aggregated Score</b>	<b>= /10 (A)</b>
BONUS: The proposed work is ambitious, has innovation potential, and is beyond the state of the art (e.g. ground-breaking objectives, novel concepts and approaches; may lead to stimulating other spin-off innovations/benefits).	0 or 2 (B)
<b>Total score including BONUS</b>	<b>= /10 (A+B)</b>

# Synopsis - Criteria 4: Value for Money

*This requires an average overall mark of 70% or higher (average score of Criteria 3, 4, & 5).*

CRITERIA INDICATOR	INDICATOR SCORE
1. The total proposed costs are both reasonable for the work proposed and achievable.	/10
2. The incremental increase in TRL or technology/operational maturity is commensurate to the proposed cost.	/10
3. The potential results of the investment are greater due to the co-sharing of risks.	/10
<b>Total Indicator score</b>	<b>= /30</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>



# Synopsis - Criteria 5: Potential for Impact

*This requires an average overall mark of 70% or higher (average score of Criteria 3, 4, & 5).*

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposed work, if successfully completed will have substantial positive impact to advance the relevant priority area.	/10
2. The proposal enhances innovation capacity and integration of new knowledge.	/10
3. The timing and approach proposed is appropriate for achieving positive impact (uptake).	/10
<b>Total Indicator score</b>	<b>= /30</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>

# Synopsis Evaluation Steps

1. Reviewer Evaluation
2. Panel Review for consensus
3. Review for distribution of Investment
4. Approval by PMB co-chairs to proceed to next phase

# Distribution of Investment

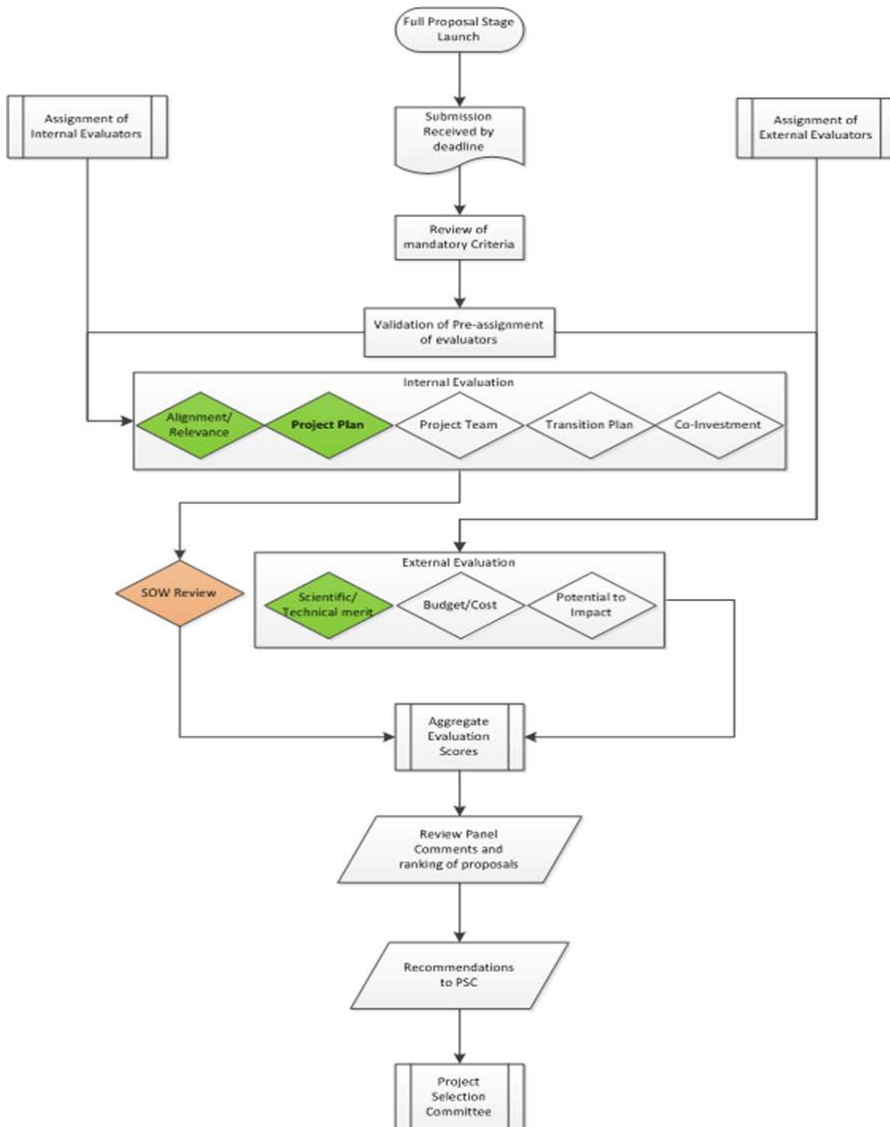
- Proposals that pass the evaluation process at Phase 1 and Phase 2 establish a pool of pre-qualified proposals for consideration by DRDC Executive and the Program Management Board (PMB) based on recommendations from review panels.
- Each pre-qualified proposal will be assessed against a series of considerations through the analysis of the relevant investment priorities, objectives and intended outputs.
- The considerations against which a distribution of investment is sought are:
  - Current CSSP Investment Portfolio balance,
  - Funds Available for the call,
  - Technology Readiness Levels,
  - Emerging operational and policy issues,
  - Multi-year program direction, and
  - Program record of desired vs. actual performance.

## Results of Synopsis stage

At the conclusion of the Synopsis stage, bidders will receive one of the following emails:

- The Synopsis Proposal submission did not meet mandatory criteria X and was not accepted.
- The Synopsis Proposal submission scored less than 70% for the point-rated criteria X and has not been accepted.
- The Synopsis Proposal submission scored an average that was less than 70% in the point-rated criteria and has not been accepted.
- The Synopsis Proposal submission was not recommended to submit a Full Proposal.
- The Synopsis Proposal submission has been accepted to submit a Full Proposal.

# Stage 2: Full Proposal – Evaluation Process



## Mandatory Criteria:

(FM1, FM2, FM3, FM4)

## Internal Review:

Alignment & relevance to program priority investment areas

Project Plan (2x)

Project Team

Transition Plan

Co-Investment

## External Review:

Scientific &/or Technical merit (2x)

Cost, and value for money.

Operational, intelligence or policy impact

# Full Proposal – Mandatory Criteria

- FM1 - All proposal submissions must indicate a co-investment contribution.
- FM2 – A government department or agency must lead each investment project funded by CSSP under the CFP method of supply.
  - If one of the partners is a federal government department, that federal government department must be indicated as the lead government department.
- FM3 - All proposal submissions must have a minimum of two partner organizations, with one being a government (Federal/ Provincial/ Territorial/ Municipal) organization who will assume the role as the Lead Government Department if the proposal is approved for funding.
  - The other mandatory partner can be from government, academia or industry.
- FM4 – All proposal submissions must have a draft Statement of Work (SOW) attached.

# Full Proposal - INTERNAL EVALUATION

## Criteria 1: Alignment and Relevance to CSSP priorities

*This is a mandatory criteria and requires a minimum pass mark of 70% or higher.*

CRITERIA	INDICATOR SCORE
1. The work proposed applies to the priority area (as described in the investment priorities of the CFP Guidebook) for which the proposal was submitted.	/10
2. The proposal deliverables are in direct support of a government priority that aligns with the CSSP.	/10
<b>Total Indicator Score</b>	<b>= /20</b>
<b>Criteria Aggregated Score</b>	<b>= /10 (A)</b>
BONUS: The work proposed applies to multiple investment priority areas (as described in the priorities of the CFP) in addition to the area in which the proposal was submitted.	0 or 2 (B)
BONUS: The proposal represents an innovative effort that cannot be executed elsewhere.	0 or 2 (C)
<b>Total score including BONUS</b>	<b>= /10 (A+B+C)</b>

# Full Proposal - INTERNAL EVALUATION

## Criteria 2: Project Plan (2x)

*This is a mandatory criteria, double weighted criteria that requires a minimum pass mark of 70% or higher.*

CRITERIA INDICATOR	INDICATOR SCORE
1. The bidders substantiate the proposed costs with the type and number of labour hours proposed per task as well as the types and kinds of materials, and equipment costs proposed.	/10
2. Tasks and deliverables are clear and well described.	/10
3. The schedule is reasonable and achievable, with a logical flow between tasks.	/10
4. It is possible to assess progress against each task (via a deliverable, for example).	/10
5. Project risks are completely and clearly defined.	/10
6. Reasonable mitigation efforts are planned against risks.	/10
7. The roles, accountabilities and responsibilities of the lead and other partners/participants/contractors required are clearly identified and distinguished.	/10
8. Proposal appears to be free of procurement risks.	/10
9. Issues with access to required Background IP or use of Foreground IP, identified and planned for.	/10
<b>Total Indicator Score</b>	<b>= /90</b>
<b>Criteria Aggregated Score</b>	<b>= /20</b>



# Full Proposal - INTERNAL EVALUATION

## Criteria 3: Project Team

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposed team has prior experience in similar efforts and clearly demonstrates an ability to accomplish the proposed tasks.	/10
2. The proposed team has the project management expertise to manage the cost and schedule.	/10
3. Roles and responsibilities of and time/effort allocated by team members meet the proposed or expected technical performance requirements.	/10
4. Similar efforts completed/ongoing by the bidder in this area are fully described including identification of other Government sponsors.	/10
<b>Total Indicator score</b>	<b>= /40</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>

# Full Proposal - INTERNAL EVALUATION

## Criteria 4: Transition Plan

CRITERIA INDICATOR	INDICATOR SCORE
1. Knowledge of Pull (1 of 2): Proposal demonstrates that all potential sources of demand for the output are known, i.e. clearly demonstrated where and how the results will have beneficial impact (e.g. target community, stakeholders and policy/operational impact).	/10
2. Knowledge of Pull (2 of 2): Volume/magnitude of the demand/pull for consuming the outputs are clear (e.g. buyer market analysis; number and size of agencies that would consume the result).	/10
3. Push Strategy (1 of 2): Communication and/or marketing strategy to PUSH out the results of the proposal is available (and where/how to access it) and clear for all potential consumers.	/10
4. Push Strategy (2 of 2): Plan for distribution, dissemination, or promulgation approaches to get results taken up is clear.	/10
5. NEXT STEPS (1 of 2): Proposal identifies what the required next steps are to fully transition the output (e.g. further development, user validation, intellectual property considerations, regulatory approvals/certifications, etc.).	/10
6. NEXT STEPS (2 of 2): Proposal explains how these next steps will be funded/executed.	/10
<b>Total score</b>	<b>= /60</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>

# Full Proposal – EXTERNAL EVALUATION

## Criteria 5: Scientific and/or technical merit (2x)

*This is a mandatory criteria, double weighted criteria that requires a minimum pass mark of 70% or higher.*

CRITERIA INDICATOR	INDICATOR SCORE
1. Proposed deliverables clearly define a final product that meets the requirements (priorities).	/10
2. The proposed solution demonstrates a degree of innovation and potential to offer an increase in capability commensurate with the potential risks of the innovative approach.	/10
3. The technical concept is sound, complete and achievable.	/10
4. Technical elements are to be completed in a logical sequence.	/10
5. Risks and associated mitigation efforts are feasible and reasonable.	/10
6. The bidder is aware of and identifies relevant state-of-the-art and future technology trends.	/10
7. The bidder understands and clearly describes the scope of the problem and the technical effort needed to address it.	/10
8. The effort leverages all available and relevant prior research in order to obtain the maximum benefit from the available funding.	/10
<b>Total Score</b>	<b>= /80</b>
<b>Criteria Aggregated Score</b>	<b>= /20</b>

# Full Proposal – EXTERNAL EVALUATION

## Criteria 6: Cost, Value for Money

*This is a mandatory criteria and requires a minimum pass mark of 70% or higher.*

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposed costs are realistic for the technical and management approach offered.	/10
2. The proposed concept and solution costs compare favourably to similar work performed.	/10
3. The incremental increase in TRL or technology/operational maturity is commensurate to the proposed cost.	/10
4. The bidder substantiates the proposed costs with the type and number of labor hours proposed per task as well as the type(s) and kind(s) of materials, equipment and other associated costs proposed.	/10
5. The distribution of funds requested amongst partners is in line with the work plan and partner skill sets.	/10
<b>Total score</b>	<b>= /50</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>

# Full Proposal – EXTERNAL EVALUATION

## Criteria 7: Potential to Impact

CRITERIA INDICATOR	INDICATOR SCORE
1. The proposed solution is an improvement of current status.	/10
2. Future impact for the deliverables is clearly articulated and supported by end-user i.e., contribution to policy development, to operational capability, commercial opportunities, and/or knowledge sharing with other end users (e.g., another operational group, another region).	/10
3. The proposed solution will achieve the claimed impact.	/10
4. The claimed impact is important.	/10
5. Strong end-user engagement and clear statement of requirement from end-user(s) who will receive the solution at the end of the project.	/10
6*. The proposed solution will be of value at local, regional or provincial, national and/or international levels.	1, 0.7, 0.4 or 0
<b>Total Indicator score</b>	<b>= /50</b>
<b>Criteria Aggregated Score</b>	<b>= /10</b>

\* this indicator is a weighting for the overall score for the criteria, where a proposal assessed to have national/international impact is more heavily weighted than a proposal with a limited local impact.

The weighting for the score is:

10 = National/International

7 = Regional/Provincial

4 = Local/Municipal

0 = No or very little value

# Co-Investment Evaluation (1)

- The Co-investment criterion will account for 10% (0.10) of the overall proposal evaluation.
- It will be automatically calculated based on the in-kind and cash co-investment in the proposal
- A proposal with no cash co-investment can score a maximum score of 7/10 for this criterion
- A total co-investment of less than 33% of project value scores 0/10;
- A total co-investment of less than 50% of total project value scores 4/10; and
- A total co-investment of more than 50% of total project value scores 7/10.

## Co-Investment Evaluation (2)

- The score for a proposal with cash co-investment will be adjusted based on the cash co-investment
- This means that :
  - no cash co-investment will not result in a score adjustment;
  - a cash co-investment of less than 10% of CSSP funds requested results in a score adjustment by 0.5/10;
  - a cash co-investment between 10% and 25% of CSSP funds requested results in a score adjustment by 1/10;
  - a cash co-investment between 25% and 40% of CSSP funds requested results in a score adjustment by 2/10; and
  - a cash co-investment greater than 40% of CSSP funds requested results in a score of 10/10.

# Full Proposal Evaluation Steps

1. Reviewer Evaluation
2. Panel Review
3. Project Selection Committee
4. Endorsement by PMB
5. Approval by Steering Committee



# Results of Full Proposal stage

- **Following the results of the Proposal Selection Committee (PSC) and the CSSP CFP announcement suppliers will receive one of the following messages:**
  - The Full Proposal submission did not meet mandatory criteria X and was not accepted,
  - The Full Proposal submission scored less than 70% for the point-rated mandatory criteria X and has not been sent to the PSC,
  - The Full Proposal submission scored less than 70% overall in the point-rated criteria and has not been sent to the PSC,
  - The Full Proposal submission was not recommended for funding by the PSC due to X,
  - The Full Proposal submission has been accepted for funding, conditional on refinements and/or further clarification made to the project work plan, scope, or budget identified during the selection process, or
  - The Full Proposal submission has been accepted for funding in full.

# Contracting

## Gov. of Canada Lead Bidder

- Final list of bidders endorsed by Project Management Board
- Project Charter signed by all parties
- Funds Transferred to Government of Canada Department (ie: Public Safety, RCMP etc)
- Requisition submitted to PWGSC by GoC department
- Contract Award to private partner

## Territory, Province or Municipality Lead Bidder

- Final list of bidders endorsed by Project Management Board
- Project Charter signed by all parties
- Requisition submitted to PWGSC by CSS
- Memorandum of Agreement awarded to public partner



# Contracting

PWGSC Contracting Officer Responsibilities for Contract or Memorandum of Agreement:

- Initiates draft contract / Memorandum of Agreement
- Obtains Price Support from selected vendor
- Addresses Intellectual Property, Employment Equity, specialty clauses as applicable
- Ensures Statement of Work is clear, concise and objective
- Basis of Payment typically Milestone based



# ANNEXES

# CSSP Investment Priorities

No.	Priority
1	Support the enhancement of targeting solutions that make use of electronic trade data or traveller data for the purposes of identifying low-risk travellers and cargo and facilitating the flow across the border.
2	Assess vulnerabilities and propose safeguards to enhance the cyber security of cross-border supply chains, including securing the exchange of electronic data, protecting cargo management and industrial control systems within transportation infrastructure and securing networks of sensors and screeners.
3	Enhance Arctic domain awareness and space-based detection of small vessels by exploiting emerging defence capabilities in safety and security contexts.
4	Evidence-based qualitative and quantitative assessments of the state of preparedness of CI sectors and concrete measures that can be taken to enhance resilience.
5	Analysis of cyber and physical security standards within CI sectors and the identification of areas of compatibility, misalignment, gaps, etc. between them, and recommendations for improvement.
6	Projects that integrate and exploit new capabilities in direct support operations to support industrial control systems (ICS)/supervisory control and data acquisition (SCADA) security technologies and transition them to key critical infrastructure (CI) sectors.
7	Vulnerability assessments and mechanisms to engage stakeholders (Electricity representatives from Energy & Public Utilities Sector) and propose safeguards for cyber security to improve SMART GRID Security.
8	Projects to counter vulnerabilities in 'eCargo' resilience being impacted by contraband, counterfeit, illicit payment, services, etc. within worldwide transportation/border corridors.
9	Development, testing, and validation of new surveillance and interdiction technologies in the areas of biometrics and imagery that would assist national security and intelligence agencies in identifying terrorists, terrorist organizations, and their supporters, as well as their capabilities and the nature of their plans.

# CSSP Investment Priorities (cont..)

No.	Priority
10	National security data. Expanding the evidence base and related analytical tools to support fine-grained comparative analysis of terrorism-related activities over time, including group characteristics, tactics including targeting and use of resources, patterns of participants' involvement, and impact of interventions and other responses by government and non-government actors. Work in this area could include developing and piloting methods for the effective use of social media and "Big Data" for frontline actors such as law enforcement and civil society organizations working to counter violence and hatred, as well as to improve intelligence, taking into account appropriate and necessary authorities, permissions and privacy protections.
11	Develop and validate best practice/guidelines/methodologies for genomic approaches to biological attribution that address identification, analysis, and characterization of pathogens which can be validated scientifically and transitioned to the microbial forensic user community.
12	Evidence-based risk assessments of the deliberate release of genetically modified (including synthetic) organisms with regard to adverse effects for conservation of biological diversity and risks to human health. Assessment of current and potential regulatory tools and systems to mitigate these risks.
13	Inform the development of policy and regulations or solutions to enhance the national safety and security posture against anti-microbial resistant (AMR) organisms and the potential socioeconomic impacts, including food security.
14	Define requirements to elevate current bio situational awareness to the national and international level to inform decision makers through harmonization and advancement of existing bio surveillance capabilities in animal and human health to address key bio areas of concern (i.e. inter-species disease transmission, AMR, pandemic) building on previous CSS investments in the Canadian Network for Public Health Intelligence and the Canadian Animal Health Surveillance Network.
15	Development of Homemade Explosives (HME) simulants to support the training of front line personnel (border, airport, police).
16	Further development and optimization of Improvised Explosives Device (IED) defeat and render safe procedures, including intelligence exploitation.
17	Scoping study and recommendations for a suitable replacement of He-3 based neutron detection technology at Border Ports of Entry. The study will identify currently available technology, review their performance against current He-3 based detector and propose a strategy to procure and operationalize the suitable replacement technology.

# CSSP Investment Priorities (cont..)

No.	Priority
18	Study of existing modeling and simulation capabilities to assist in the predictability and suppression of low-probability, extremely high-consequence (i.e., “typically-unpredictable”) natural hazard events (e.g., flood, earthquake, wildfire, tsunami, extreme weather) to identify opportunities and gaps in this domain.
19	The development of national standards for first receiver preparedness and response to high impact CBRNE events.
20	Projects that offer innovative and best practice approaches for the aggregation, filtering, and searching of large volumes of disparate social media data and for the integration of this information with traditional sources of emergency management situational awareness information to inform operational decisions, while considering challenges such as validity/trust of sources, privacy concerns, jurisprudence/evidentiary trail, etc.
21	Projects that advance and facilitate the implementation, on a national scale, of information system interfaces using the National Information Exchange Model (NIEM) in the emergency management domain in order to enhance the agility of controlled information sharing and/or provide effective cooperation between multiple organizations.
22	Projects that provide best practices to facilitate the operationalization of information fusion capabilities (compatible with MASAS and/or the Operations Centre Interconnectivity Portal) to support emergency operations centres, with consideration to the increasing abundance and complexity of information available to Operations Centre decision-makers.
23	A study to demonstrate and advise on best technical practices for use of emerging approaches compatible with advanced long-term evolution (LTE) such as dynamic prioritization, ‘spectrum arbitrage,’ and other approaches for efficiently managing a Public Safety Broadband Network (PSBN) in situations when the demand for services is greater or lower than the available capacity of the PSBN-allocated spectrum.
24	A study to develop recommendations and guidance to industry on developing ‘apps’ for Canadian PSBN mobile devices that leverages similar work in the United States (U.S.) and is aimed at enhancing interoperability, shareability, and affordability.
25	A study to understand the behavioural implications of effective communications, specifically, evidence-based research to inform strategies on a) how to shape and convey information in order to induce desired public behaviour, and b) volunteerism (i.e., the recruitment, sustainment, and retention of volunteers). Differences between communication needs in Canada’s North, compared to the South, should be taken into consideration.

# CSSP Investment Priorities (cont..)

No.	Priority
26	12.1.1 Assessment and intervention. Examine understudied mechanisms (e.g., gender-specific dimensions, patterns of involvement in violent extremist movements, etc.) leading to violent extremism/radicalization in order to inform intervention programs. Evidence and analytical tools are needed to support comparative analysis of violent extremist movements, including group characteristics and tactics, and impact of interventions and other responses by government and non-government actors. Bidders are encouraged to consider the body of work undertaken under the Kanishka project as they formulate their proposals to this priority area.
27	Extremist travel. Studies to expand the state of knowledge about persons travelling for terrorist purposes, such as interview-based case studies of former participants focusing on questions of radicalization leading to violence and processes of de-radicalization, and research into the traits and experiences of individuals who have worked in foreign conflict zones for medical or other humanitarian purposes to examine reasons behind such non-violent participation. Bidders are encouraged to consider the body of work undertaken under the Kanishka project as they formulate their proposals to this priority area.
28	Projects spanning multiple police and law enforcement organizations that demonstrate the implementation of best practices in evidence-based decision-making. Projects should demonstrate how the collection, storage, analysis, and sharing of “calls for service data” and/or “criminal case management data” is transitioned into timely and effective operational and organizational decision-making.
29	Projects supporting the development of a national standardized reporting system for the systematic collection, organization, and analysis of relevant fire data from all regions of Canada, as provided by provincial and municipal fire departments. Projects should consider the Report on the Feasibility of a Canadian National Fire Information Database. Projects should also consider the dissemination of knowledge and information to inform decisions regarding (i) increased safety measures for Canadian communities, (ii) enhanced protection to the health and wellbeing of firefighters and other first responders, and (iii) policy pertaining to Canada's Fire Service.
30	Studies to inform decisions regarding the knowledge gaps around the recruitment and retention of volunteers in Canadian communities to address fire service requirements. Studies should inform organizational and service-based decisions regarding the policy, training, recruitment and retention of volunteers, with consideration to the ‘whole of community’ involvement in fire service delivery.
31	Studies that identify and document the human resource profile and demographic trend of the paramedic community to inform organizational and service-based decisions pertaining to key policies and protocols regarding levels of service, resource deployment, clinical benchmarking, policy, training, recruitment and retention.
32	A study to assess technology insertion issues associated with the growing use of unmanned aerial reconnaissance in support of emergency management and community safety decision-makers. The study should identify technology as well as human factors and concept of operations challenges, and should point to possible knowledge and technology gaps precluding optimization of deployment.
33	Pilot projects that incorporate innovative interoperable technology and telemedicine monitoring in support of sustainable community paramedicine. Proposals need to include federal as well as provincial healthcare partners and demonstrate clear benefits to community safety.